Name:

Date:

Problem-Solving Checklist

1. Describe the problem. Do we all agree it is a problem?

2. What are some solutions and which one is the best?

   1.

   2.

   3.

3. How can we best implement the solution? What steps do we need to take?

   Step 1.

   Step 2.

   Step 3.

   Step 4.

   Step 5.

4. If the solution doesn't work, what will we do next?

5. Is the solution working?